

**City of Carson City
Agenda Report**

Date Submitted: Jan 11, 2011

Agenda Date Requested: 1-20-2011

Time Requested: 5 min

To: Board of Supervisors

From: Alan Glover

Subject Title: Discussion and possible action to appoint Deborah Morzoline as the Public Guardian of Carson City for a term of four (4) years at grade, UNC 23.

Staff Summary: The retirement of Susan Swensen caused a vacancy in the office of Public Guardian. After reviewing 43 applications and interviewing 9 people, we are recommending Deborah Morzoline.

Type of Action Requested: (check one)
 Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to appoint Deborah Morzoline as the Public Guardian of Carson City for a term of four (4) years at grade, UNC 23.

Explanation for Recommended Board Action: State law requires each county to have a public guardian. The retirement of Susan Swensen created a vacancy in the office. We are recommending that the Board appoint Ms. Morzoline.

Applicable Statue, Code, Policy, Rule or Regulation: NRS 253.150

Fiscal Impact: Reduction of \$12,040

Explanation of Impact: Ms. Swensen was at the top of her salary bracket.

Funding Source: General Fund

Alternatives: Appoint another person

Supporting Material: Job Application

Prepared By: Alan Glover

Reviewed By: *Alan Glover*
(Department Head)
[Signature]
(City Manager)
[Signature]
(District Attorney)
[Signature]
(Finance Director)

Date: 1-11-11
Date: 1/4/11
Date: 1/11/11
Date: 1/11/11

Board Action Taken:

Motion: _____

- 1) _____
- 2) _____

Aye/Nay

(Vote Recorded By)

00433 - Public Guardian**Contact Information -- Person ID: 8320107**

Name:	Deborah R Marzoline	Address:	307 Allouette Way #7 Carson City, Nevada 89701
		Email:	Debi1954@aol.com
		Notification Preference:	Email
Home Phone:	(775) 841-4199	Alternate Phone:	(775) 720-2674
Person ID:	8320107	Former Last Name:	
Month and Day of Birth:	11/17		

Personal Information

Driver's License:	Yes, Nevada , 0201495609 , Class C
Can you, after employment, submit proof of your legal right to work in the United States?	Yes
What is your highest level of education?	Bachelor's Degree

Preferences

Preferred Salary:	
Are you willing to relocate?	No
Types of positions you will accept:	Regular
Types of work you will accept:	Full Time
Types of shifts you will accept:	Day , Evening , Night

Objective**Education**

College <i>University of Nevada Reno</i> 8/2004 - 5/2010 Reno, Nevada	Did you graduate: Yes College Major/Minor: Social Work Degree Received: Bachelor's
College <i>Western Nevada Community College</i> 11/1998 - 5/2004 Carson City, Nevada	Did you graduate: Yes College Major/Minor: Social Work/Juvenile Justice Degree Received: Associate's

Work Experience

Social Services Program Specialist I 5/2007 - Present	Hours worked per week: 40 Monthly Salary: \$3,919.00 # of Employees Supervised: 8
State of Nevada DHCFF State of Nevada 1100 E. William St Carson City, Nevada 89701 (775) 684-3651	Name of Supervisor: Jennifer Frischmann - Chief, Provider Support May we contact this employer? Yes

Duties

I have managed the Medicaid Estate Recovery (MER) program for the past 3 1/2 years. I developed the program to its present form and added 5 positions of recovery staff to investigate and recover from the estates of deceased recipients. Using investigative techniques, I found assets in deceased recipients estates and filed in probate court hearings for the states interest. I worked with the state's Deputy Attorney General staff as our legal representation to place liens on real property and to file legal motions to protect the State of Nevada's interest in those estates. I monitored policy and regulation for changes in federal policy, rules and regulations and wrote policy for any changes to state manuals.

Reason for Leaving

Still employed

AII/FSSI/FSSII
7/1998 - 5/2007

State of Nevada DWSS
State of Nevada DHHS/DWSS
1470 College Parkway
Carson City, Nevada 89701
(775) 684-0800

Hours worked per week: 40
Monthly Salary: \$0.00
Name of Supervisor: Barbara Taylor - Social
Services Manager 2
May we contact this employer? Yes

Duties

I was an eligibility specialist with welfare for a 5+ years and I worked with many different types of clients in Medicaid, TANF, Food Stamp (SNAP) and MAABD programs. I handled a caseload of between 200 and 400 cases. I interviewed clients for services needed and made determinations on eligibility for a variety of programs, which involved verifying assets, resources and expenses for housing in order to determine benefits. My experiences with clients ranged from the birth of the client through many facets of their lives involving disabilities and death.

Reason for Leaving

Promotion to Social Services Program Specialist I

Certificates and Licenses

Type: Social Work LSW
Number: 5796-S
Issued by: Board of Examiners for Social Workers
Date Issued: 6 /2010 Date Expires: 11 /2011

Skills

Office Skills
Typing:
Data Entry:

Additional Information

Volunteer Experience

I have trained and volunteered with the Carson City CASA program and I did my social work internship of 250 hours with the Carson City Medicaid Office helping clients with services in their homes under both the WIN and Katie Beckett home and community based waivers.

References

Professional
Newbold, Norman
Healthcare Coordinator II
1100 E. William St
Carson City, Nevada 89701
(775) 684-3634
nnewbold@dncfp.nv.gov

Professional
Gorden, Michael
Healthcare Coordinator III
1030 Bible Way
Reno, Nevada
(775) 687-1908
mqorden@dncfp.nv.gov

Professional
Thompson, Patty
Chief, Auditing

1100 E. William St.
Carson City, Nevada 89701
(775) 684-3713

Personal

Grafton, Glenda

3744 South Camino Del Golsista
Green Valley, Arizona 85614
(775) 220-0518
GLGrafton@Charter.net

Resume

Text Resume

Deborah R. Marzoline
Licensed Social Worker
307 Allouette Way #7
Carson City, NV 89701
Tel: 775-841-4199
Cell: 775-720-2674
Email: Debi1954@aol.com

EDUCATION

University of Nevada, Reno, NV Bachelors of Social Work May 2010
Western Nevada Community College Associate of General Studies, Carson City, NV May 2004

Washington High School, Fremont, CA

WORK EXPERIENCE

Division of Health Care Financing and Policy/Medicaid Estate Recovery (05/2007 to Present)
Medicaid Estate Recovery program manager, responsible for of all probate matters and case management, hiring and supervision of recovery staff and support staff of 8, responsible for updating policy and writing new policy per federal regulations and state laws.

Division of Welfare and Supportive Services (07/1998 to 05/2007)
Clerical trainee 1998, to supervising of Administrative Assistant I 1998-2002, to Family Services Specialist I/II 2002-2007. Managed a caseload of 200-400 cases in Food Stamps, TANF and Medicaid for Aged, Blind and Disabled clients.

Claridge's LTD Fremont, CA (09/1985 to 09/1997)
Contract and DMV forms administrator in large, luxury car dealership.

ADDITIONAL INTERN AND VOLUNTEER EXPERIENCE

Internship/Field Experience for Social Work

Division of Health Care Financing and Policy/Carson City District Office, NV -Internship 450 hours
08/2009 - 05/2010
Michael Gorden, Field Instructor

J. Bernardini Juvenile Detention Center, Carson City, NV- Internship 08/2005 - 12/2005
John Simms, Field Instructor

CASA - Court Appointed Special Advocate,
Director, Chris Bayer 2004

Member: National Association of Social Workers 2010

REFERENCES

References Attached

Attachments

Agency-wide Questions

1. Q: Have you been previously employed by Carson City?

A: No

2. Q: Are you related to a current or former employee of Carson City?

A: No

3. Q: If you stated "yes" to the above question, please state the employee's name and the department for which they work.

A: N/A

4. Q: How did you learn of this vacancy?

A: Web Site

5. Q: Have you ever been convicted of, pled guilty or nolo contendere to, or been granted deferred adjudication for a felony or any lesser crime?

A: No

6. Q: If you stated no above, please state N/A. A conviction or guilty plea will not necessarily disqualify you for this. If you stated yes above, list all such offenses and provide date, name of court, and disposition. You may omit minor traffic violations for which you paid a fine of \$50 or less.

A: N/A

7. Q: Gender:

A: Female

8. Q: Affirmative Action Data:

A: White (Not Hispanic or Latino)